

Position Description **GL Financial Accountant**

Job Title:	GL Financial Accountant
Department:	Finance
Reporting to	Finance Transactions Manager
Location (primary):	Palma de Mallorca

Job Purpose

WebBeds is seeking a detail-oriented General Ledger Accountant to perform accounting and analytical tasks in collaboration with the Finance Manager. Perform analysis and reporting on the Trade and non-trade sectors of the business. Using SAP to reconcile our bookings by agents, balance books and verify costs from an accounting perspective.

As part of a dedicated financial transactions department, your analysis will help to identify opportunities and efficiencies and will aid in key decision making at the company level. Working alongside your team, you will gain a greater knowledge of financial tools such as SAP and finance intelligence tools as Power BI. As part of an international company, you will have opportunities to grow within the company.

To ensure success as a GL accountant, you should demonstrate good knowledge of best practices in general ledger accounting and experience in a similar role. A top-class GL accountant will be someone whose accounting expertise results in accurate financial accounting and regulatory compliance.

Key Responsibilities

- Recordkeeping of accruals, deferrals, reclassifications, and interdepartmental entries into the ledger on a monthly basis, as well as preparing reports.
- Collaborating with AP and AR departments to gather, analyse, and interpret relevant financial information on the transactions processed by those teams during the month.
- Preparation of Aged Creditors reporting and Aged Debtors reporting with support of Finance Transactions Manager.
- Prepare reconciliations for creditors and debtors reports with the Trial Balance.
- Performing DPO and DSO calculations.
- Ensuring that financial information complies with professional and regulatory standards.
- Participating in User Acceptance testing of new reporting in SAP.
- Assist in the development of the targeted procedures (in depth review of identified risky accounts) for AR and AP areas.
- Maintain concise, up to date workpapers, reports and other supporting documents for reviews performed.

- Directly liaise with AR and AP teams, Group’s accounting teams on more complex issues.
- Help to develop, introduce, and implement new accounting procedures that are required by Internal Audit for the area of responsibility.
- Post manual accruals & reclassifications journals.
- Supports external audit checks by supplying the needed information as requested for the area of responsibility.

Required Experience and Knowledge.

Essential	
Qualifications & Knowledge	<ul style="list-style-type: none"> • University degree in Finance, Accounting, or related studies. • Candidates with SAP and business intelligence tools experience will be advantageous. • Strong Excel skills and Power BI knowledge are a plus. • Excellent English language skills, both verbal and written.
Experience, Skills and Behavioural Requirements	<ul style="list-style-type: none"> • At least 1 year working in a similar role. • Highly accurate with an excellent attention to detail. • Ability to complete project work according to set timescales and deadlines. • Capacity to take initiative and solve problems with minimal supervision. • Adaptable and ambitious with a desire to grow within the company.

About WebBeds.

Launched in 2013, WebBeds is the world's fastest growing B2B travel intermediary, or 'bedbank', providing accommodation and ground product distribution services to the travel industry. We source content from travel suppliers, aggregate and merchandise that content in the WebBeds platform, then distribute it to our global network of travel trade clients, who sell to the travelling public.

Our clients – online travel agencies, retail travel agents, corporate travel managers, tour operators, wholesalers, tourism boards, super apps, DMC's, group providers, airlines and more – access the company's huge global inventory of more than 368,000 hotels (comprising 30,000+ direct contracts, 70+ integrated third-party providers and 60+ major hotel chains) through market-leading, trade-only booking websites or via simple and seamless API connectivity. In addition to hotel product, clients can also book over 5,500 transfer services in 1,200 destinations along with thousands of guided excursions and tickets for attractions.

Our supplier partners – global hotel chains, independent hotels, apartments, resorts, attractions, transfer and sightseeing companies and more – benefit from our global distribution network of over 44,000 travel companies in more than 145 source markets and are supported by a local dedicated point of contact focused on ensuring we deliver value, choice, expertise and an unrivalled level of service.

WebBeds operates global coverage through four geographic regions – Europe, Asia Pacific, MEA (Middle East and Africa) and Americas - with over 1,400 travel professionals working in 50 offices worldwide. WebBeds also operates specialist brands JacTravel DMC and Umrah Holidays International. JacTravel DMC provides tailor-made travel arrangements for offline FIT and groups traveling to the UK, Ireland and key mainland European destinations to the international travel trade. Umrah Holidays International is a genuine pioneer, providing online pilgrimage travel services to travel agencies worldwide.

Find out more about the WebBeds business at www.webbeds.com

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